

Report for Week Ending 27 July 1959  
FROM  
RECORDS CENTER

During the week the following accessions were made:

OCR	70 cu ft
OCI	1 " "
ORR	3 " "
OSI	3 " "
OO/C	76 " "
LOGISTICS	29 " "
COMPTROLLER	15 " "
MANAGEMENT STAFF	1 " "
Sub-Total:	<hr/> 198 cu ft
Finished Intelligence	68 " "
Total :	<hr/> 266 cu ft

Map Negatives	1,602 cu ft
Records Holdings	31,914 " "
Distribution Material Holdings	14,718 " "
Total :	<hr/> 48,234 cu ft

Distribution Material Disposed of at Center	40 cu ft
Distribution Material Transferred from Center	1 " "
Records Disposed of at Center	0
Records Transferred from Center	0
Total :	<hr/> 41 cu ft

#### Accessioning and Disposal

✓ All of the NIS binders have been processed and put into sets in accordance with the maximum stock levels furnished by OBI. A total of 277 cubic feet of shelving space was gained by this operation.

The January 1959 "cut" has been completed on all Finished Intelligence reports. This results in a net gain of 145 cubic feet, 46 by disposal and 99 by consolidation. The disposal list is now being prepared for the July 1959 "cut".

During the week 84 cubic feet of records were destroyed leaving an accumulation of 635 cubic feet in the disposal area.

#### Reference

Reference for the week has been normal.

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News

25X1      Furnished [ ] MS the Monthly Retirement Activity of OCR for FY 1959.

25X1      A total of 30,576 sections of NIS was issued during FY 1959. This information was furnished [ ] OBI, for use in his budget report.

25X1

[ ]

Chief, RECORDS CENTER